

VPSA Operations 992530						
DO NOT MAKE ENTRIES ON THIS SHEET. IT IS FOR DISPLAY ONLY						
Student Fee allocations						
	16-17 Actual	17-18 Actual	18-19 Budget	19-20 Proposal	19-20 Difference	% 19-20 Difference
Base amount	\$ 10,282	\$ 14,950	\$ 15,354	\$ 15,354	\$ -	N/A
61000 - Salary	\$ 7,080	\$ 10,236	\$ 10,518	\$ 10,518	\$ -	N/A
62000 - Wages	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
63000 - Benefits	\$ 3,202	\$ 4,714	\$ 4,837	\$ 4,837	\$ -	N/A
71000 - Current Expense	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
75000 - Travel	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
76000 - Scholarships	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
77000 - Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Total Expense	\$ 10,282	\$ 14,950	\$ 15,354	\$ 15,355	\$ -	N/A
One time request			\$ -	\$ -	\$ -	N/A
Total Request	\$ 10,282	\$ 14,950	\$ 15,354	\$ 15,355	\$ -	N/A
Carry Forward	\$ -	\$ 2,664	\$ 415	\$ 415	\$ -	N/A

Notes, including any one-time request(s):

## STUDENT FEE RECOMMENDATION COMMITTEE FEE REQUEST QUESTIONNAIRE FOR 2019-2020

Department or Program Name: Vice President of Student Affairs Office

Name & E-Mail: Daniel Kilcrease, dkilcrease@weber.edu

Phone: x6008 Location: MA 304

**Return Fee Request (this Questionnaire and the attached Spreadsheet) via email by Wednesday, December 5, 2018, at 4 pm to Jennifer Brustad at [jenniferbrustad@weber.edu](mailto:jenniferbrustad@weber.edu).**

**Note: All Student Affairs units must review fee requests with their SAMC representatives prior to submission.**

*Please respond to all of the following questions in a brief and concise manner (do not exceed 5 pages for questions 1-5).*

**1. What is your overall mission?**

The Division of Student Affairs promotes student learning, well-being and success through comprehensive services and programs provided in an inclusive environment. Student Affairs serves the needs of a diverse student population by offering educational experiences, leadership opportunities, and academic support which advances the social, intellectual, cultural, and civic development of students.

**2. What do students gain from participating in your program/facility that contributes to the success of a student's educational experience at Weber State?**

By participating in programs and services offered through the Division of Student Affairs, students are able to learn and/or improve in the following areas: civic engagement, critical thinking, cultural competence, interpersonal communication skills, intrapersonal competence, leadership and management skills, and responsibility and accountability.

Student Affairs offers the following services to students: tutoring and other academic support services, counseling, wellness, and health services, outreach services for current as well as pre-college students, housing, opportunities for community service, and career help.

**3. Describe, in general, the evaluation process that your program/facility uses to assess your ability to meet your mission.**

Through the department of Research and Assessment, programs within the division are reviewed and evaluated on a 5-year cycle.

Each year, programs are required to submit goals in a 6-column model format and are evaluated semi-annually on the progress of those goals.

**4. State any increases you received from student fees for 2018-19 (if any), and explain how the increases were/will be used.**

All funds received last fiscal year (\$15,354) were used for salary and benefits for the Finance and Data manager position.

**5. Describe any increases you are requesting from student fees for 2019-20 and explain your justification for the request. Each requested increase must be listed and described in your narrative (e.g., compensation, new positions, wage increases, travel, new programmatic initiatives, etc.). Any increase described in your narrative must be itemized on your budget spreadsheet (see question 6 below).**

The Office of the Vice President for Student Affairs (VPSA) respectfully declines the invitation to request any increase in the VPSA Operations budgeted index for the 2019-2020 fiscal year.

**6. Complete the attached spreadsheet outlining your overall budget and any requested increase. Each requested increase described in your narrative (see question 5 above) should correspond to the line items in the spreadsheet column “19-20 Change.”**

*If you have any questions, please contact Jennifer Brustad at 626-8904,  
[jenniferbrustad@weber.edu](mailto:jenniferbrustad@weber.edu); Dave Taylor at 626-6737, [dtaylor@weber.edu](mailto:dtaylor@weber.edu); Daniel Kilcrease  
at 626-6008, [dkilcrease@weber.edu](mailto:dkilcrease@weber.edu); or Brett Perozzi at 626-6008, [brettperozzi@weber.edu](mailto:brettperozzi@weber.edu).*